



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

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January 16, 2007

IN REPLY PLEASE

REFER TO FILE: **PM-3**

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**SYBIL BRAND INSTITUTE REFURBISHMENT PROJECT  
AWARD AGREEMENT - SPECS. 6830; C.P. 86940  
SUPERVISORIAL DISTRICT 1  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND  
THE SHERIFF THAT YOUR BOARD:**

Award and authorize the Director of Public Works to execute an Agreement with DMJM H&N to provide programming and architect/engineer services for the Sybil Brand Institute Refurbishment project for a \$2,100,000 not-to-exceed fee to be funded by Capital Project (C.P.) 86940 and to establish the effective date following Board approval.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approving the recommended action will allow Public Works to initiate programming and architect/engineer services for refurbishment of Sybil Brand.

Sybil Brand is located at 4500 East City Terrace Drive, Los Angeles, California. The 246,343-square-foot facility was built in 1963 as a full-range security facility housing minimum-, medium-, and maximum-security inmates. The facility also included a medical ward, recreational yards, educational and vocational program spaces, laundry, kitchen and dining facility, and an inmate reception center. The facility was closed in 1997 when the Sheriff's Department relocated all the female inmates to the Twin Towers in downtown Los Angeles.

On August 1, 2006, your Board approved the reopening of Sybil Brand to house approximately 1,000 female inmates who will be transferred from the Century Regional Detention Facility to Sybil Brand.

Due to its age, the facility is in need of extensive refurbishment work. The refurbishment will include abatement of hazardous material; replacement of mechanical, electrical, plumbing, kitchen, and security equipment; and replacement of the communication systems. Improvements will also include a new mental health/medical program as well as refurbishment of existing classrooms and auditorium. The facility is located next to an existing landfill and will require methane gas mitigation.

The recommended programming and architect/engineer services will analyze the existing building, building systems, and the site and will develop design documents. The recommended services will also identify appropriate and feasible elements of sustainable or green design features into the refurbished building and the potential for certification under the U.S. Green Building Council's Leadership in Energy and Design (LEED) program.

Following completion of the design documents, we plan to return to your Board with recommendations regarding LEED certification, the contracting process, project costs, and funding.

### **Implementation of Strategic Plan Goals**

This action meets the County Strategic Plan Goals of Public Safety by increasing the safety and security of all residents and community services by improving the quality of life for the community.

### **FISCAL IMPACT/FINANCING**

The proposed refurbishment project is currently estimated to cost \$114,298,000, including programming/design phase and refurbishment costs. A detailed budget breakdown will be presented to your Board for approval at the completion of the programming/design phase.

The recommended Agreement is for a \$2,100,000 not-to-exceed fee. Sufficient funds are available in the Fiscal Year 2006-07 Capital Project/Refurbishment Budget, C.P. 86940, to award the recommended Agreement.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

A standard Agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for Contract termination, renegotiation, and hiring qualified displaced County employees will be included.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration for award of this Agreement, DMJM H&N is willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135 (Safely Surrendered Baby Law) and that they may be eligible for the Federal Earned Income Credit under Federal income tax laws.

DMJM H&N is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

### **ENVIRONMENTAL DOCUMENTATION**

Awarding this Agreement is not subject to the California Environmental Quality Act. The appropriate environmental documentation will be completed prior to returning to your Board to request authorization to construct the project.

### **CONTRACTING PROCESS**

On April 27, 2006, the Architectural Evaluation Board (AEB) recommended 12 firms to be considered for performing the professional services for the project. On June 12, 2006, Public Works issued a Request for Proposals to 12 firms and on July 11, 2006, two firms submitted proposals for evaluation. The proposals were evaluated by a panel of members from Public Works, Sheriff, and Chief Administrative Office based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, DMJM H&N was found to be the firm best qualified to perform these services.

As requested by your Board on January 29, 2002, the Request for Proposals included a Cost of Living Adjustment (COLA) Provision. This Contract includes the required COLA language and complies with County policy.

The list of firms that received the Request for Proposals was promulgated by the AEB. This process was established by your Board to ensure that firms are selected on an equitable and impartial basis to provide design services. In addition, as requested by your Board on February 3, 1998, this Contract opportunity was listed on the Doing Business with Us website.

DMJM H&N has agreed to provide the services for a total \$2,100,000 not-to-exceed fee. The negotiated fee has been reviewed by Public Works and is considered reasonable for the scope of work.

Public Works evaluated and determined that County Code Chapter 2.201 (Living Wage Program) does not apply to the recommended Agreement as this Agreement is for non-Proposition A services.

DMJM H&N's Community Business Enterprises participation data (20 percent) and 3-year contracting history with the County are on file with Public Works.

The Agreement requires the consultant to pay its employees applicable prevailing wages in accordance with the California Labor Code.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

There will be no negative impact on current County services or projects during the performance of the recommended services.

The Honorable Board of Supervisors  
January 16, 2007  
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**CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Sheriff, and Public Works.

Respectfully submitted,

DONALD L. WOLFE  
Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

LEROY D. BACA  
Sheriff

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cc: Auditor-Controller  
County Counsel  
Office of Affirmative Action Compliance  
Department of Public Social Services (GAIN/GROW Program)